



Fireworks Display Permit Application Requirements

- ☐ A copy of this document as well as a copy of the Permit Application must be provided to a representative of the pyrotechnics company performing the display by the permit applicant.
- ☐ This document must be signed by the applicant and a representative of the pyrotechnics company acknowledging that they will abide by the requirements set forth in this document.
- ☐ The signed acknowledgement must be provided to the Lynchburg Fire Department, Fire Marshal's Office prior to the permit being issued.

GENERAL REQUIREMENTS

1. Submit a complete Permit Application and applicable documentation at least 30 days in advance of the pyrotechnic display. Failure to allow 30 days for review will delay the issuance of your Fireworks Display Permit.
2. The name, address and telephone number of the Company or individual conducting the display must be provided.
3. All pyrotechnic operators, aka 'shooters' must be a minimum of 21 years old, any assistants must be a minimum of 18 years old. A copy of a government issued photo ID showing the full name, address and date of birth of all operators and assistants must be submitted with the permit application. Any pyrotechnic or other relevant licensing or certificates shall also be presented for all operators and assistants at time of application.
4. A \$50.00 (per site/event) permit fee is required to be submitted with permit application to the Lynchburg Fire & EMS, Fire Marshal Office made payable to the City of Lynchburg.
5. The permit applicant shall furnish proof of liability insurance protection in amount of \$1,000,000 for the payment of all damages which may be caused either to a person or persons or to property by reason of the permitted display, and arising from any acts of the permit applicant, the permit applicant's agents, employees or subcontractors. Such policy shall name the City of Lynchburg, its agents, employees and assignees as additional insured's, in such form, amount and coverage in each case to indemnify those named above against any damages arising from the permitted fireworks display. An original certificate of insurance with the **original penned signature** of the agent writing the certificate is required (Stamped signatures are not accepted).
6. The permit applicant or their designee shall be responsible for the clean-up and proper disposal of debris immediately following the display.
7. The Fire Official or his designee shall have the final decision as to the size of the fallout area and safety perimeter.
8. **The decision to conduct, postpone or cancel the fireworks display shall be at the sole discretion of the Fire Official or his designee.**

Display and pyrotechnic operator specific requirements:

1. A Site map of the fireworks display site is to be included with the Permit Application which details the firing site, device layout, the locations of spectators, the fallout perimeter, and fireworks storage area.
2. A complete list of all pyrotechnic devices to be displayed, including the sizes and approximate number of each size to be used during the display is to be included with the Permit Application.
3. A Site Safety Plan including emergency procedures, evacuation/help needed signal, personal protective equipment (PPE) to be used by operators, a safe area for operators in case of an emergency, location of fire extinguishers and any other safety related information shall be submitted at the time of application.
4. The pyrotechnic operators must provide and don their own PPE during any manual firing or reloading during the show. The minimum PPE required for operators include the following:
 - a. Impact resistant helmet
 - b. Eye impact resistance glasses or goggles that meet ANSI Z87.1 standard
 - c. Flame resistant hood to protect neck
 - d. Long sleeved, natural fiber, flame resistant upper body covering
 - e. Long legged, natural fiber, flame resistant lower body covering
 - f. Work style leather boots or shoes
5. A minimum of 2 fire extinguishers shall be on site within 75 feet of the lead operator. One extinguisher shall be a pressurized water type extinguisher.
6. The company or individual performing the display shall be responsible for any and all damages that may result from the display.
7. Any fireworks that remain unfired after the display shall be disposed of in a way safe for the particular type of fireworks remaining according to the manufacturer's instructions.
8. The Virginia Statewide Fire Prevention Code now requires that at least one person at each fireworks display be certified by the State Fire Marshal's Office as a pyro technician.

Call (434) 455-6375 or fax (434) 847-1742 with questions regarding these requirements.

The Lynchburg City Code Sec. 19-46.14 requires 2 standby Fire Marshals at all fireworks displays. The fire marshals must be present at the time the operator arrives and begins to unload and set up. At no time shall the operator begin to unload or set up any pyrotechnics before the arrival of the Fire Official or his designee(s).

The Fire Official may require additional standby personnel or equipment.

The current fee for standby personnel is \$30.00 per hour, per person for a minimum of 3 hours, no maximum. The rate for standby equipment, if required will be based on the type and staffing of equipment. All required fees for standby personnel and equipment must be paid in full prior to the commencement of the function unless prior arrangements have been made.

By signing below you acknowledge and agree to comply with all requirements listed.

Applicant

Operator